

UTILITY WORKER II

NATURE OF WORK

This position requires skilled manual labor tasks of a physically demanding nature. Work involves responsibility for the safe and efficient operation of relatively complex heavy equipment and hand and power tools. This position also includes crew leader responsibilities. The employee in this position may also be required to perform incidental or related duties. Assignments are usually received in the form of verbal orders to accomplish a specified job. Work is performed independently or with a work crew within established practices and operative techniques and is reviewed by a superior during progress and upon completion. This position is comparable in skill and proficiency levels to Mechanic and Streets and Drainage Maintenance Worker II. Employees in this position may be assigned or trained to work in comparable positions.

RESPONSIBILITIES AND ESSENTIAL DUTIES AND FUNCTIONS

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all of the duties which the employee may be expected to perform.)

1. Act as a lead worker in performing a variety of construction, maintenance, and repair activities on a water distribution and sewer collection systems.
2. Install, repair and replace fire hydrants and valves.
3. Operate pneumatic equipment in breaking pavement.
4. Install and repair water mains, valves and services.
5. Bore holes for service connections.
6. Dig trenches, tap mains, cut, thread and lay pipe.
7. Backfill and cover pavement cuts.
8. Operate a truck, backhoe, air compressor, sewer vactor, air hammer, and other power equipment, hand tools and heavy equipment.
9. Flush water mains and test fire hydrants.
10. Shut off and turn on water services.
11. Chlorinate water mains at new installations.
12. Locate and clean out valve boxes.
13. Maintain and repair water valves.
14. Perform routine manual labor such as loading trucks, snowplowing and digging holes, graves and trenches.
15. Test, repair, read and install water meters.
16. Make service calls and inspect lines for leakage.
17. Perform general maintenance work on City facilities.
18. Make emergency repairs to water mains, distribution lines and sewer collection systems.
19. Prepare records and reports on work, materials and equipment.
20. Inspect lift stations and perform maintenance.

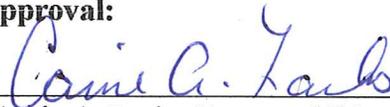
21. Clean sewers.
22. Be available for after hours and weekend emergency overtime.
23. Perform related work as required.

**ESSENTIAL QUALIFICATIONS AND KNOWLEDGE,
SKILLS AND ABILITIES FOR EMPLOYMENT**

All of the following functions, qualifications, knowledge, skills, abilities (KSA's) and duties are essential. An employee in this class, upon appointment, should have the equivalent of the following:

- Graduation from an accredited high school or equivalent.
- Valid Michigan Commercial Drivers License Class A and good driving record.
- Two to three years of experience as Utility Worker I or equivalent level of experience in a comparable position.
- Reasonable knowledge of the operation of power-driven tools and equipment used in the construction and maintenance of water distribution and sewer systems.
- Good knowledge of plumbing practices.
- Ability to operate pipe tapping and other tools and equipment used in water and sewer system construction and repair work.
- Ability to oversee the work of others.
- Mechanical aptitude.
- Mental ability to complete tasks 15 and 19.
- Physical strength and health to complete duties 1-14, 16-18 and 20-23.
- Ability to work effectively with other employees.
- Ability to work effectively with the public.
- Ability to read and understand policies and procedures and to fill out daily reports.
- Ability to understand and follow oral and written instructions.

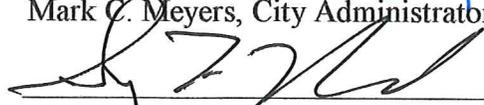
Approval:



Carrie A. Larks, Personnel Director



Mark C. Meyers, City Administrator



Gary Nelund, Mayor